Quick start guide

950 Speakerphone with caller ID/call waiting

This quick start guide provides basic instructions. For additional installation options and complete instructions which allow you to use all features of this phone, refer to your speakerphone with caller ID with call waiting 950 user's manual, part 2.

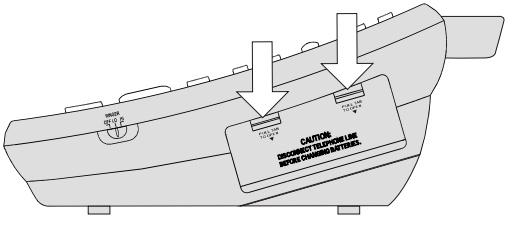
Installation

Battery installation

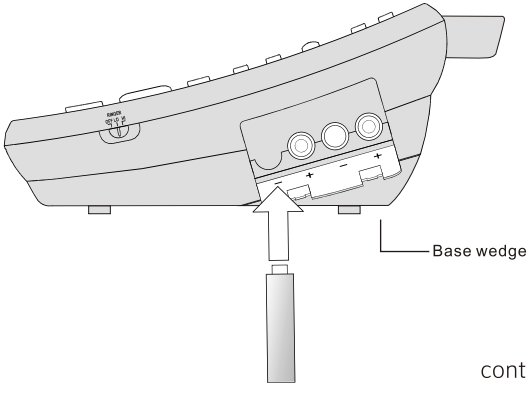
Before using the telephone, you should install four AA batteries (purchased separately). You can use the phone without the batteries to dial and receive calls using the handset, but four AA batteries are required to power the display screen, speakerphone, Features Setup, Program, Flash, Hold, Mute and caller ID features.

CAUTION: Always unplug the line cord before installing new batteries.

1. **Press down on the battery compartment tabs as shown and pull to open the battery cover.**



2. **Insert four new AA batteries (purchased separately) following the polarity markings (+ and -) in the battery compartment.**



continued on page 2

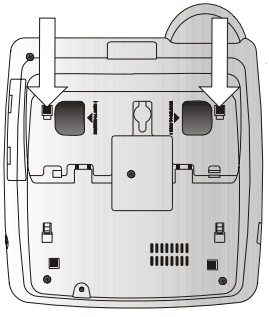
Battery installation
continued from page 1

3 . **Close the battery compartment cover, making sure the cover snaps into place.**

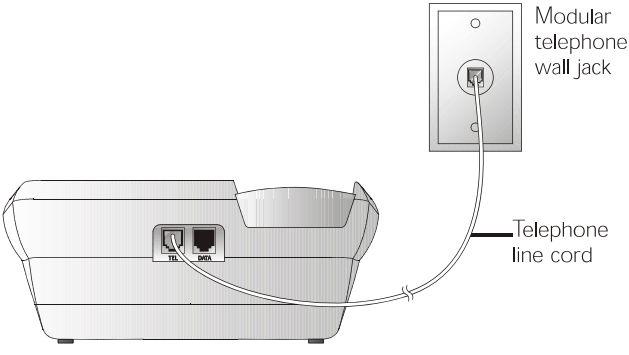
Tabletop/desktop installation

For wall mount installation, see page 7 of user's manual part 2.

1 . **Check the base wedge.**
The set arrived with the base wedge positioned for desk use. Make sure it is secure by pressing the two feet.



2 . **Connect the long telephone line cord to the jack labeled TEL on the back of the phone.**



3 . **Connect the other end of the line cord to a modular wall jack.**

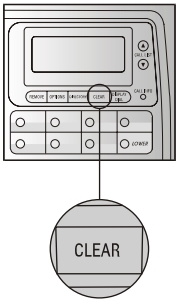
4. **Connect the handset to the telephone.**
   Plug the coiled handset cord into the handset jack on the left side of the phone. Plug the other end of the coiled cord into the handset, then hang up.

5. **Check for dial tone.**
   Lift the handset and listen for a dial tone. If you cannot hear a dial tone, press ▲/**VOLUME**. If you still do not hear a dial tone, see the **In case of difficulty** section on pages 34-36 of your user's manual, part 2.

Your phone will work immediately after installation using the default feature settings (See **Default settings** on page 31 of your user's manual, part 2).

NOTE: If you subscribe to caller ID services from your local telephone service provider, you must follow the instructions in **Set home area code** for your phone to properly recognize and dial calls (see page 5). You may also need to **Set local area code** (see page 6).

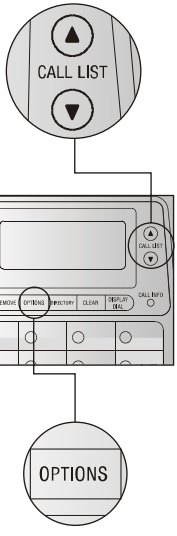
Feature setup



NOTE: You can exit feature setup at any time by pressing CLEAR or by lifting the handset when there is no incoming call. The order features appear in the menu changes after initial setup. For complete feature setup, see **Set remaining features** on page 14 of your user's manual, part 2.

Language selection

You can select ENGLISH, ESPANOL (Spanish) or FRANCAIS (French) as the language that your screen displays. When you first install batteries, the screen displays:



WHICH LANGUAGE?

1. Press **CALL LIST** ▲ of **CALL LIST** ▼ until the screen displays your language selection. In case it is not your first time installing batteries (WHICH LANGUAGE? is not displayed on screen), press OPTIONS button repeatedly until WHICH LANGUAGE? is displayed on screen, then press **CALL LIST** ▲ or **CALL LIST** ▼ until screen displays your language selection.
2. Press OPTIONS to save the setting, and move to the next option.

Set contrast

Adjust screen lighting to a comfortable level, from 1 (light) to 4 (dark).

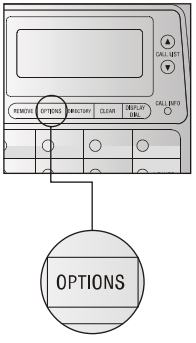
1. Press and release OPTIONS until the screen displays SET CONTRAST.
2. Press **CALL LIST** ▲ or **CALL LIST** ▼ until the screen displays the contrast level you prefer.
3. Press OPTIONS to save the setting, and move to the next option.

Set home area code

You must program your area code, so your phone can properly recognize and dial calls.

For calls within your area code

You dial:	Enter in step 2:
7 digits (phone number, no area code)	Your area code
10 digits (area code + phone number) —OR— 11 digits (1 + area code + phone number)	☒ ☒ ☒



1. Press OPTIONS until the screen displays:

2. Use the keypad to enter the three digits of your home area code.
3. Press OPTIONS to save the setting. You will see the local area code setup screen.

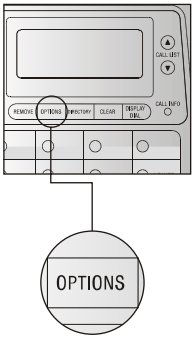
Set local area code

You can program up to four local area codes.

Calls outside your area

For:	You dial:	Enter in step 2:
All calls outside your area code	11 digits (1 + area code + phon e number)	No local area code
Some calls outside your area code	10 digits (area code + phone number)	Area codes that do not require a 1

If you dial 10 digits (area code + phone number) for calls within your own area code, include your area code as a local area code.

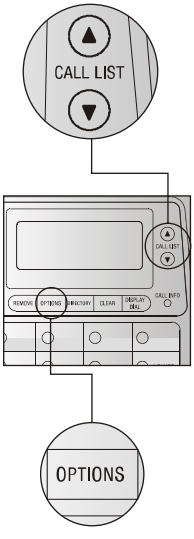


1. Press and release OPTIONS until the screen displays:

```
LAC1-____
LOCL AREA CODE?
```

2. Use the keypad to enter the three digits of the first local area code. Press OPTIONS to advance to set the next local area code (LAC2-, LAC3-, LAC4-).
3. Press OPTIONS to save the settings when you have finished entering local area codes.

NOTE: If you do not need to program a local area code, continue pressing OPTIONS until the SET CLOCK screen appears.



Set time and date

1. Press and release OPTIONS until the screen displays:

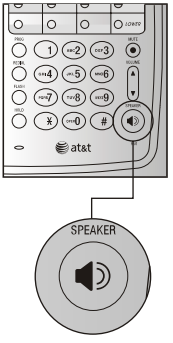
```
    12:00AM 1-01

    SET CLOCK
```

2. Use the keypad to change the blinking digit.
   To enter a number that is less than 10, you must enter a 0 before the number.
   For example: To enter 1 o'clock, you must enter 01 and to enter the month of March, you must enter 03.
   Use **CALL LIST** ▲ of **CALL LIST** ▼ to move to the next digit. Use # to toggle between AM and PM.
3. When the correct time and date (month first) are shown, press OPTIONS to save the new setting and move to the next option.

Telephone operation

Make a call



1. Lift the handset, then dial the number.

   — OR —

   Press SPEAKER, then dial the number.

2. To end the call, hang up.

   — OR —

   Press SPEAKER again.

Answer a call

Lift the handset.

— OR —

Press SPEAKER.

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